Parks, Arts, Recreation & Culture
(PARC) Commission
February 7, 2019
5:30 PM

Cornelius Town Hall
www.cornelius.org/parc

AGENDA

PARC COMMISSION - 5:30 PM

1. **CALL TO ORDER**
2. **DETERMINATION OF QUORUM**
3. **APPROVAL OF MINUTES**
   - A. **January 2019 Draft Minutes**
4. **PUBLIC APPEARANCES - CITIZEN CONCERNS/COMMENTS**
5. **PRESENTATIONS**
   - A. **Lake Cornelius Update**
6. **DIRECTOR'S REPORT**
   - A. **January 2019 Director's Report**
7. **PARC COMMISSIONER RECOMMENDATIONS AND REPORTS**
8. **OLD BUSINESS**
   - A. **Cain Center for the Arts**
   - B. **Northern Regional Recreation Center**
   - C. **North Mecklenburg Joint Park Commissions Meeting**
   - D. **PARC Commission Goals & Committees**
9. **NEW BUSINESS**
10. **ADJOURNMENT**
11. **NEXT MEETING**

REQUEST FOR BOARD ACTION

Print

Date of Meeting: February 7, 2019

To: PARC Commissioners

From: Troy Fitzsimmons, PARC Director

Action Requested:

Manager's Recommendation:

ATTACHMENTS:		
Name:	Description:	Type:
2019.1.3.Minutes.pdf	January 2019 Draft Minutes	Backup Material

Parks, Arts, Recreation & Culture (PARC) Commission
Thursday, January 3, 2019
5:30 – 7:00 pm

Cornelius Town Hall
21445 Catawba Avenue
Cornelius, NC 28031
www.cornelius.org/parc

MINUTES

1) **Call to Order –** Chair Higgins called the meeting to order at 530 pm.

2) **Determination of Quorum –** A quorum was reached with nine commissioners in attendance.
Commissioners present: Rob McCloskey, Trey Fouche, Mary Wilson, Carol Livingston, Chris Kolkhorst, Chair Scott Higgins, Andrew Heywood, David Rusk, Travis Dancy, and Town Commissioner Denis Bilodeau
Commissioners absent: None
Staff present: Director Troy Fitzsimmons, Karen Ulmer

3) **Approval of Minutes (December) –** Commissioner Kolkhorst made a motion to accept the minutes from the December 6, 2018, meeting as written. Commissioner Dancy seconded and the motion passed unanimously.

4) **Public Appearances – Citizen Concerns/Comments**
Ellen Stafford, Cornelius resident and freelance writer with LKN Connect, an online magazine, said she is interested in finding out what the PARC Commission does and the protocol regarding attending a meeting.

5) **Presentations**
Chair Higgins presented Commissioner Wilson with a plaque commemorating her completed two full terms of service to the PARC Commission, February 2013 – January 2019. She said it has been an honor to live in Cornelius and serve on this board.

6) **Director's Report**
Director Fitzsimmons shared a presentation highlighting several items from his December report [see attached]. In addition to the public meeting for Lake Cornelius Recreation Access on January 23, a public online survey will open that same date and remain open for 30 days.

7) **PARC Commissioner Recommendations & Reports**
   a) Items to be placed on record
   b) Commissioner Reports
      1) Commissioner Rob McCloskey – Clayton Murtle, the Town's new Communications Manager, wrote a good article for the January issue of *Lakeside Living* recapping the bond referendum projects. He looks forward to the PARC Commission engaging with Mr. Murtle soon.
      2) Commissioner Trey Fouche – His son will play in his Cornelius-Davidson Youth Basketball League game this Saturday. The communication has been good so far and he is looking forward to the season.
      3) Commissioner Mary Wilson – No report
      4) Commissioner Carol Livingston – She attended the artist reception for *Un-Cover, Re-Cover* and enjoyed it. Arts Center Program Manager Mindi Ellison always does a good job and she has enjoyed learning more about art through the opening receptions she has attended.
      5) Commissioner Chris Kolkhorst – He has been reviewing the 11 applications to replace Commissioner Wilson's seat. They are big shoes to fill.

DRAFT

6) Commissioner Andrew Heywood – He thanked Commissioner Wilson for her service; it was good to meet and serve with her. He thinks the articles in *Lakeside Living* articles are key to getting out the word about PARC.
7) Commissioner Dave Rusk – No report
8) Commissioner Travis Dancy – No report
9) Chair Scott Higgins – He hosted the opening reception for Paul Farmer, the artist behind *Un-Cover, Re-Cover*. The annual *Home Grown* exhibit is coming up next. He attended Cocoa with Santa earlier that day and it was great fun. A committee will be meeting to select PARC Commission candidates to interview. He asked if any of the PARC Commissioners had met with Town Board members yet, but no one has had meetings so far. He attended meetings with CRPTO and the Pre-Development Committee. There is a meeting on January 15 in Charlotte for to discuss the FY20 Mecklenburg County budget and encouraged PARC Commissioners to attend.

c) Town Commissioner Report – Commissioner Denis Bilodeau – He thanked Commissioner Wilson for her service. It is now open season for the next Town budget, so it is a good time to be meeting with Town Commissioners. At the Town Board pre-meeting this coming Monday, they will be looking at the salary study once again. A meeting is tentatively scheduled for Saturday, January 26, at 10:00 am to discuss the FY20 budget and it would be open to the public. He wrote an article for the December *Peninsula Navigator* regarding PARC. He continues to work within his role with the Arts & Science Council to find ways to receive funding for art initiatives in Cornelius.

8) Old Business

a) Cain Center for the Arts
Town Commissioner Bilodeau said they have raised over $12 million of their $20 million target. They are working with the Local Government Commission to make sure they are going through the right steps as they move forward. Chair Higgins said that he would like to see the Cain Center group and CCAG work with the PARC Department to provide public art. He does not want public art in other spaces around Cornelius to get lost or overlooked as we build a new building.

b) Northern Regional Recreation Center
Survey crews have been seen marking in the woods and there is a location sign visible from Highway 115. The next public meeting will be held on Tuesday, February 26, 6:00-7:30 pm at Bailey Middle School.

c) North Mecklenburg Joint Park Commissions Meeting
Chair Higgins said he has been working with the other chairs on the joint meeting agenda for January 30. This meeting will be held at Jetton Park's Waterfront Hall, 6:30-8:30 pm. He handed out the current draft agenda for the meeting [see attached], noting that the final version still needs to be approved by the directors.

d) PARC Commission Goals & Committees
- Strategic Planning & Long-Term Finance – Commissioner Livingston will chair this committee
- Public Awareness – Still need a chair
- Programs, Fees Facilities – Still need a chair

9) New Business

a) FY20 Operating Budget Goals
Director Fitzsimmons said we have submitted our capital projects and are now looking at operational goals for the new budget. He has met with all PARC staff. Department heads have been forewarned to be reasonable in their requests so, with that in mind, PARC we has just two goals for new spending: a new full-time Park Maintenance Technician and an increase in park improvement funds, from $150,000 to $300,000. He showed a presentation regarding these two goals [see attached]. Commissioner Dancy made a motion to support the PARC FY20 operating budget goals as presented. Commissioner Heywood seconded and the motion passed unanimously.

b) Homerun Concessions – WAC Tournament Agreement
Homerun Concessions has provided tournament and concession services at Westmoreland Athletic Complex since 2013 and it is time to renew their contract. Director Fitzsimmons shared a presentation [see attached] with background information and key points of the contract [see attached]. After a short discussion, Commissioner Fouche made a motion to authorize the PARC Director to finalize the 2019 Homerun

Concessions Tournament Operations and Facility Use Agreement based on the general terms presented and execute the agreement. Commissioner Rusk seconded and the motion passed unanimously.

c) Lake Norman Tennis Academy Agreement
PARC has been partnering with LNTA since 2011 for tennis programming and it is time to renew their contract. Director Fitzsimmons shared a presentation [see attached] with background information and key points of the contract [see attached]. The tennis program is financially self-sustaining. After a short discussion, Commissioner McCloskey made a motion to authorize the PARC Director to finalize the 2019 Lake Norman Tennis Academy Partnership Agreement based on the general terms presented and execute the agreement. Commissioner Wilson seconded and the motion passed unanimously.

d) Xtreme Lacrosse Agreement
Xtreme Lacrosse has been PARC's partner for lacrosse programming since 2012 and it is time to renew their contract. Director Fitzsimmons shared a presentation [see attached] with background information and key points of the contract [see attached]. Their agreement works out to be the equivalent of approximately 50% of the rack rate for field rentals, which is the minimum rate desired for partner programs. After a short discussion, Commissioner Wilson made a motion to authorize the PARC Director to finalize the 2019 Xtreme Lacrosse Partnership Agreement based on the general terms presented and execute the agreement. Commissioner Livingston seconded and the motion passed unanimously.

10) Adjournment

Before adjourning, Chair Higgins pointed out that the March 7 meeting is the same date as the first night of the Town's budget retreat. Staff will send a Doodle poll to explore dates for rescheduling it. Chair Higgins adjourned the meeting at 7:19 pm.

Next Meetings – Wednesday, January 30, 2019 (Joint North Mecklenburg Park Commissions)
Future Dates – Thursday, February 7, 2019; Thursday, March 7, 2019; Thursday, April 4, 2019

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2019.1.25.January_Director_Report.pdf	January 2019 Director's Report	Backup Material

PARC Director's Report

January 2019

PROGRAMMING

Recreation Centers

- Open Track Nights continued at Bailey Road Track on Tuesdays and Thursdays, 6:00-8:00 pm. This program will run through February 2019.
- Began a new fitness class, SKWOD Fit Camp for participants ages 10 and up with 8 adults and 2 youth registered total registered participants.
- Making final plans for a new Summer CIT (Counselor-in-Training) Program.

Arts Center

- Began Winter 2019 classes and workshops the week of January 7. Registration for Spring A will begins January 28.
- Held Drop-In Art on Mondays and Thursdays for preschoolers and homeschoolers, with 45 participants over 6 dates (in 2018, 17 participants over 5 dates).
- Installed the 2019 *Home Grown* exhibit with 92 participating artists (125 in 2018). The opening reception is scheduled for Friday, February 1, 6:30-8:30 pm.
- Upcoming events: The heART pARTy on Saturday, February 9, 9:30-1:30 am, and Parents Night Out on Friday, February 15, 6:00-9:00 pm.

Athletics

- Cornelius/Davidson Youth Basketball League continued practices and resumed games in January. The league has 888 participants (855 participants in 2017).
- LNTA tennis lessons at Jetton Park had 31 participants in January (41 participants in 2017).
- Managed 128 total hours of outdoor athletic facility use in December (97 in 2018).

Special Events

- Registering for the Winter Wander, the first of our 2019 hike series, Outdoor Adventures, in partnership with Davidson Parks and Recreation and Lake Norman Wildlife Conservationists. This hike is scheduled for February 10, 2:00 pm, at Robbins Park and 25 people have registered to date. The next hike will be on May 19 at the West Branch Greenway and Nature Preserve in Davidson.
- Planning underway for Sponsor Appreciation Reception to be held at BIN 110 on Monday, February 25, at 5:30 pm.
- Upcoming events: Black History Month Celebration at Town Hall on Saturday, February 23, 1:00-3:00 pm; Hop Into Spring at Robbins Park on Saturday, April 13, 2:00-4:00 pm; Earth Jam 2019 at Robbins Park on Saturday, April 27, 4:00-7:00 pm; and Cornelius Jazz Festival at Smithville Park on Saturday, May 18, 5:00-9:00 pm.

CAPITAL PROJECTS

Under Design

- **McDowell Creek Greenway** – NCDOT Right of Way certification is complete. NCDOT and Charlotte Water had their review and the construction plans were modified to accommodate their requests. Staff completed an application for a Carolina Thread Trail grant of $150,000.
- **Plum Creek (South Bailey Road) Greenway** – The County added this project to their Capital Improvement Plan for construction, which is now funded. The Town is developing construction drawings as part of its contribution towards the project. The Town is working on final easement in cooperation with the Town of Davidson. The project is scheduled to bid spring of 2019.
- **Smithville-to-JV Washam Greenway** – Consultant provided the Town with alignment options and probable construction costs. Appraisal work has begun.
- **Carolina Thread Trail** – Staff met with officials from CTT to assess pending trail segments in Cornelius and their appropriate signage. Antiquity, McDowell Creek Phase II, and a portion of Bailey Road Park's trails are part of the Thread.

Out to Bid

- **JV Washam Gym Divider Curtain** – Soliciting bids now.

Under Construction

- **Antiquity (South Rocky River) Greenway** – Erosion control measures installed. Clearing and grubbing are essentially complete. Grading operations are underway. The overall project is approximately 15% complete. Wet weather, snow and the holidays impacted progress in December and January, so project is now scheduled for completion July 2019.

OPERATIONS

- **Torrence Chapel Park –** Replaced a severely storm-damaged tree behind the backstop at field #1.
- **Landscaping –** Mulching and pruning are underway in all parks.
- **Legion** – Installed a new batting cage border.
- **Equipment** – Service three gators and the tractor in preparation for the peak spring season.
- **Athletic Fields** – Pre-emergent herbicide applications underway.
- **Art Center** – Replaced light bulbs and conducted the annual emergency lighting test.
- **Bailey** – Installed new faucets in the BRP 1 men's restrooms.
- **Robbins and WAC** – Replaced restroom/shelter lights.
- **WAC** – Replaced damaged wood on trashcan racks and staining boards.
- **Holidays** – Removed and stored trees and decorations.
- **Arts Center** – Removed clay from ceramic room floor.
- **Torrence Chapel Park –** Installed a new donated park bench and concrete pad.
- **Robbins Park** – Installed new markers on black trail.
- **Smithville Park** – Installed our new standard (all-metal) trashcans by the multi-purpose field.

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NRRC-PostCard-Feb2019.pdf	NRRC Public Meeting Postcard	Backup Material

Northern Regional Recreation Center

PUBLIC INFORMATION SESSION

MECK COUNTY RECREATION CENTER

NORTHERN REGIONAL

6:30 - 8pm

February 26, 2019

Bailey Middle School

11900 Bailey Road, Cornelius, NC 28031

Northern Regional Recreation Center

PUBLIC INFORMATION SESSION

Tuesday, February 26, 2019

6:30 - 8:00 PM

Bailey Middle School

11900 Bailey Road, Cornelius, NC 28031

Please join the Mecklenburg County, Cornelius, Huntersville, and Davidson Park and Recreation Departments for an information session about the Northern Regional Recreation Center. Review and ask questions about the latest design renderings of the facility and the current site plan.

For More Information:

www.NorthMeckRec.com

northmeckrec@mecknc.gov

(980) 314-1000

Mecklenburg County Park and Recreation

The Natural Place To Be...

MECK REC COUNTY CENTER

NORTHERN REGIONAL

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